



Bid Number 50-00116924

**ONE (1) YEAR CONTRACT FOR OFF-SITE AUTOMOTIVE AND SMALL
EQUIPMENT PARTS FOR THE JEFFERSON PARISH DEPARTMENT OF
FLEET MANAGEMENT AND ALL JEFFERSON PARISH AGENCIES AND
MUNICIPALITIES**

BID DUE: JULY 28, 2016 AT 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received in the Purchasing
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Buyer Name: Misty A. Camardelle
Buyer Email: mcamardelle@jeffparish.net
Buyer Phone: 504-364-2683**

**ONE (1) YEAR CONTRACT FOR OFF-SITE AUTOMOTIVE AND SMALL EQUIPMENT PARTS
FOR THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT AND ALL
JEFFERSON PARISH AGENCIES AND MUNICIPALITIES**

SCOPE OF CONTRACT:

This one-year contract will be for the furnishing of general parts, accessories and supplies for all parish vehicles and motorized equipment, including dealer-type vehicles parts, accessories, supplies and automotive chemicals/agents, typically and routinely used by the Department of Central Garage in the repair and maintenance of parish motorized vehicles, and shall be utilized on an as-needed basis. All Jefferson Parish Agencies and Municipalities may use this contract.

This contract shall be subject to the Jefferson Parish Resolution 113646 which shall be considered part of the bid and ensuing contract. A copy of Resolution 113646 may be obtained from the Office of the Parish Clerk, 6th Floor, General Government Building, 200 Derbigny Street, Gretna, Louisiana, 70053.

Parish reserves the right to award a lump sum bid to the highest percentage overall responsive and responsible bidder based on the discount percentage(s) offered off of manufacturer's price list(s).

Contractor shall maintain adequate stock/inventory, and distribution channels necessary to deliver required parts within two (2) hours after order placement, to either East bank or West bank locations.

Bidders shall state brand and part numbers, if bidding other than as specified. "Cost-plus" pricing is prohibited and shall cause the bid to be rejected. Price list must be submitted with bid submission. Failure to do so will result in bid being rejected.

NOTE: If specified brands and parts cannot be cross referenced to the bidder's price list, bidder shall notify the Department of Purchasing prior to bid opening, that the part cannot be bid, along with a written reason. If it is determined that a part number is erroneous, Purchasing will issue an addendum with corrected part numbers.

Bid Surety:

Bidder shall submit a bid surety in the amount of \$5,000.00, with bid submission. Failure to do so will result in bid rejection.

Description of vehicles and equipment used by Jefferson Parish:

Passenger cars:

Compact to full size

Emergency Vehicles

Trucks

Specialized trucks and bodies

Off-Road Equipment:

Grass and weed mowers and equipment, air compressors, saws, hammers, portable generators, and small engines (i.e., lawn mowers, blowers, etc.) and small portable pumps.

Parts and Supplies Excluded from this Contract:

Tires and tubes (that are on existing contract)

Automotive Batteries (that are on existing contract)

Glass or windshields (that are on existing contract)

Oil and Lubricants (in 55 gal. drums or larger)

Gasoline and Diesel Fuels

Antifreeze

Supplies (i.e., shop towels, paper towels, gloves)

Evaluation:

Award will be made to the responsible bidder with the highest percentage off.

All discounts must be quoted in percentage (%) amounts.

Example:

When actual vendors invoice is required:

Quote _____% of discount

The items and evaluation of bids based on percentage discount and percentage bid by vendor. Parts or supplies are to be identified by manufactured price list minus (-) percentage discount _____.

Term of contract:

One Year

Termination of Contract:

Refer to Resolution No. 113646.

Quantities:

All quantities and items included herein are for purposes of bid comparison only.

Payments will be based on actual quantities and items as authorized by the Department Director.

Parts Guarantees:

All customary guaranties for replacement of defective parts furnished by Contractor by manufacturers or other dealers shall be furnished to the Parish when the parts are sold to the Parish.

Hours of Operation:

Normal working hours for all parts related personnel are from 7:00AM to 3:30PM Monday through Friday, except Holidays.

Expedited Parts:

In the event the user agency requires and authorized any expedited means of delivery, the vendor may be reimbursed for the express freight charges. Express freight charges shall be prepaid and added to the invoice, and must be substantiated with a copy of the shipper's invoice and freight bill for payment. **NOTE: All express deliveries will need prior approval from Fleet Director or his designee.**

Liability:

Refer to Resolution No. 113646.

Price Lists:

A copy of each current manufacturer's price sheet will be maintained and up-to-date for ready reference. Additional new price lists required for representative coverage for the fleet of vehicles and equipment will be submitted to the Department Director, in duplicate for incorporation into contract. Superseded or revised price lists which increase or decrease the price of any parts, accessories, or supplies, will be submitted to Department Director for approval or rejection. Approved superseded or revised price lists will be processed as above. Rejected price lists will be returned with reasons for rejection within five (5) working days after receipt. Contractor shall notify the Department Director of impending cost increases prior to their effective date.

Warranty:

In addition to any rights granted under the Contract, Contractor agrees to convey to Department, the same warranty against defective parts he receives from his supplier, with full and general warranty of title and full subrogation to all rights and actions of warranty and other rights as held therein by Contractor.

Price List Coverage for Common Parts, Accessories and Supplies:

If it is determined, at any time during the life of this contract, that Contractor has not furnished sufficient price lists to cover at least one (1) product line of all common parts, accessories, and supplies, Contractor will be notified in writing by the Department Director which product lines have not been covered. Within fifteen (15) calendar days after such notification, Contractor will furnish sufficient price lists to provide required coverage. If the additional required price lists are not furnished within fifteen (15) calendar days, the Department will have the option to secure such price lists and

incorporate them in the contract as a basis for pricing common parts, accessories and supplies.

Records

Refer to Resolution 113646

Independent Contractor

Refer to Resolution 113646

Materials and Equipment:

Whenever a material, article or piece of equipment, is identified in specifications by reference to manufacturer or vendor names, trade names, catalog numbers, it is so identified for the purpose of establishing a standard. Any material, article, or piece of equipment of another manufacturer or vendor which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article, or piece of equipment so proposed by Contractor is, in the opinion of Department Director of equal substance, appearance and function. When a material, article or piece of equipment is to be specified or called for, it is intended and shall be understood that the proposal tendered by Contractor includes those products in this bid. Should the Contractor desire to provide an equal to those specified, Contractor shall so indicate on the bid forms and provide manufactured price list on all quoted with bid submission.

INVITATION TO BID

DATE: 7/13/2016

BID NO.: 50-00116924

BUYER: MCamardelle@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053 UNTIL 2:00 PM, 7/28/2016 AND PUBLICLY OPENED UPON COMPLETION OF ADMINISTRATIVE TASKS.

LATE BIDS WILL NOT BE ACCEPTED.

Unless submitting via on-line (see below*), each bid must be submitted in a sealed envelope bearing on the outside; the name of the bidder, his address, and the name of the project for which the bid is submitted and the bid number.

*In accordance with state regulations Jefferson Parish offers electronic procurement to all vendors. This electronic procurement system allows vendors the convenience of reviewing and submitting bids on-line. This is a secure site and authorized personnel have limited read access only. Bidders are encouraged to submit electronically using this free service while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in the bid package is for electronic bid submission, as well as manual submission.

Please visit the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURE WOULD RESULT IN BID REJECTION.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission; and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to Jefferson Parish Code of Ordinances Section 2-155.10 (19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY

All bids submitted are subject to these instructions and general conditions resolution number 113646 and/or 113647 and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution number 113646 and/or Resolution no. 113647.

Jefferson Parish requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing and fax them to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned on all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. If submitting on-line, vendors may send questions via the E-Procurement site no later than five (5) working days prior to the bid opening.

JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. Jefferson Parish reserves the right to award bid to the next responsible and responsive bidder in this event.

If the bid exceeds \$30,000.00 and the company is duly authorized to do business in the state of Louisiana, a corporate resolution **must** be submitted with the bid or the person signing the bid documents must be listed on the Louisiana Secretary of State's website as an officer of the corporation, unless bidder has otherwise complied with LSA-R. 38:2212(A)(1)(C) or LSA-R.S. 38:2212 (O). If the bid is in excess of \$30,000 and bidder is registered out of the state of Louisiana, a corporate resolution must be submitted with the bid, unless bidder has otherwise complied with LSA-R.S. 38:2212(A)(1)(C) or LSA-R.S. 38:2212 (O). Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next responsive bidder in this event.

NOTE: A sample corporate resolution can be downloaded from our website www.purchasing.jeffparish.net or you may provide your own document.

All vendors submitting bids must register as a Jefferson Parish vendor if not already yet registered. Bidders may be required to furnish current W-9 form and respective Tax Identification Numbers within 10 calendar days after the bid opening if such information is not on file or not up to date. Registration forms may be downloaded from www.jeffparish.net and clicking on Vendor Information.

- A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. **This contract will be awarded to the highest percentage off of list price averaged by all manufacturers or awarded per line item to the highest percentage off of list price.**

All bid percentage off of list price shall remain valid for 45 days. Jefferson Parish and the selected vendor by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

- B. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel any contract at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.
- C. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(C). All prices for purchases by Jefferson Parish for supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and parish taxes.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits or, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

ADDITIONAL REQUIREMENTS FOR THIS BID

1, 2, 3, 4

1. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached sheet. The current certificate of insurance must be submitted within 10 calendar days from the bid opening date to the Purchasing Department. Failure to comply will cause bid to be rejected. JEFFERSON PARISH reserves the right to award bid to the next responsive bidder in this event.
2. Non- Public Work Bids - Original Affidavits required: Completed, Signed, and Properly Notarized Affidavits (in Original Format) required: Non-Collusion Affidavit, and Campaign Contribution Affidavit must be completed, signed, notarized, and submitted by high bidder no later than 10 calendar days after bid opening to the Purchasing Department. See LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec. 2-923.1. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next responsive and responsible bidder in this event. For the convenience of vendors, all affidavits have been combined into one form entitled NON-PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in original format for bid to be considered responsive.
3. This is a requirements contract to be provided on an as needed basis. Jefferson Parish makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in bid specifications.
4. Freight charges should be included in total cost when quoting. If not quoted FOB delivered, freight must be quoted as a separate item.

Date: 7/13/2016

Page: 5

BID NO.: 50-00116924

BID FORM

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: _____ FAX: _____

EMAIL ADDRESS: _____

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form by inserting the addendum number on the below line. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	3.00	EA	<p>ONE (1) YEAR CONTRACT FOR OFF-SITE AUTOMOTIVE AND SMALL EQUIPMENT PARTS FOR THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT AND ALL JEFFERSON PARISH AGENCIES AND MUNICIPALITIES</p> <p>0001 - AIR CONDITION AND HEATING PARTS</p> <p>PART NUMBER: DEN 4711609 A/C COMPRESSOR W/CLUTCH MANUFACTURER: DENSO</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
2	3.00	EA	<p>0002 - AIR FILTERS</p> <p>PART NUMBER: FIL 2326 AIR FILTER GOLD MANUFACTURER: NAPA GOLD FILTERS</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
3	2.00	EA	<p>0003 - AIR CHAMBERS</p> <p>PART NUMBER: MBI MA15660 AIR BRAKE CHAMBER MANUFACTURER: HALDEX</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
4	2.00	EA	<p>0004 - ACID CORE SOLDER</p> <p>PART NUMBER: WLD 52406 ACID FLUX, CORE SOLDER MANUFACTURER: BALKAMP - NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED:</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
5	3.00	EA	PRICE COLUMN: MANUFACTURER NAME:		
			0005 - AEROSAL CLEANERS AND REMOVERS		
6	3.00	EA	PART NUMBER: BK 7653172 DECAL/PAINT REMOVAL SPRAY MANUFACTURER: PERMATEx DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0006 - AEROSAL LUBRICANTS		
7	3.00	EA	PART NUMBER: WD 110408 WD-40 MANUFACTURER: WD-40 DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0007 - AUTOMATIC TRANSMISSION PARTS		
8	3.00	EA	PART NUMBER: FPD FP5P9137 TRANSMISSION GASKET SET MANUFACTURER: FEL-PRO DIESEL DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0008 - AXLES		
9	1.00	EA	PART NUMBER: ATM 113401021D AXLE BEAM MANUFACTURER: ALTROM DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0009 - BATTERY ACCESSORIES TERMINALS AND CABLES		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
10	3.00	EA	PART NUMBER: NW 785126 BATTERY CABLE END TAPS TERMINAL BOLTS FOR ACC. WIRING MANUFACTURER: WIRTHCO ENGINEERING DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0010 - BELTS, HOSES AND PULLEYS		
11	3.00	EA	PART NUMBER: ATM ADK0035P BELT MANUFACTURER: ALTROM DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0011 - BRAKE PADS AND SHOES NON-ASBESTOS		
12	5.00	EA	PART NUMBER: TS TS7322 BRAKE PADS MANUFACTURER: PROFORMER DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0012 - BRAKE CYLINDER MASTER PARTS		
13	3.00	EA	PART NUMBER: NMC M4558RSV BRAKE MASTER CYLINDER RES MANUFACTURER: DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0013 - BLADES AND SCRAPERS		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
14	3.00	EA	PART NUMBER: MS 14232 RAZOR BLADES MANUFACTURER: MARTIN SENOUR DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0014 - BRAKE HARDWARE PARTS		
15	3.00	EA	PART NUMBER: UP 2251 BRAKE SHOE HW KIT MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0015 - BRAKE DRUM AND ROTORS BLEEDERS AND CALIPERS		
16	3.00	EA	PART NUMBER: ND 4401113 BRAKE DRUM MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0016 - CLAMPS AND HANGARS		
17	3.00	EA	PART NUMBER: NOE 7051302 HOSE CLAMP MANUFACTURER: DORMAN AUTOMOTIVE MANU. DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0017 - CAMERAS		
			PART NUMBER: BK 7304385 CAMERA SYSTEM MANUFACTURER: ELECTRONIC CONTROLS CO. DISCOUNT OFF OF LIST PRICE:		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
18	3.00	EA	<p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0018 - COILS AND DISTRIBUTORS</p>		
19	3.00	EA	<p>PART NUMBER: DEN 6731300 IGNITION COIL MANUFACTURER: DENSO</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0019 - COMPRESSORS</p>		
20	3.00	EA	<p>PART NUMBER: NOE 9491001 SUS. AIR COMP MANUFACTURER: DORMAN</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0020 - DOOR AND IGNITION KEY LOCK AND</p>		
21	3.00	GL	<p>PART NUMBER: NOE 6003600 IGN. LOCK CYL MANUFACTURER: DORMAN</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0021 - DEF FLUID</p>		
22	3.00	EA	<p>PART NUMBER: NAF DEF003 DIESEL EXHAUST FLUID MANUFACTURER: NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0022 - EMISSION PARTS</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
23	3.00	EA	PART NUMBER: NBH DEF7030 DIESEL EMISSION FLUID HOSE ASSEMBLY MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0023 - EXHAUST AND TAIL PIPE PARTS		
24	3.00	EA	PART NUMBER: EXH 42128 EXHAUST TAIL/PIPE TURNOUT MANUFACTURER: TENNACO-NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0024 - EXHAUST PARTS		
25	3.00	EA	PART NUMBER: BK 3353156 EXHAUST KIT MANUFACTURER: MANGNAFLOW PERFORMANCE DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0025 - FUEL FILTERS		
26	3.00	EA	PART NUMBER: FIL 3364 FILTER MANUFACTURER: NAPA GOLD FILTER DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0026 - FITTINGS AND CONNECTORS PART NUMBER: ECH EC480 IGN. COIL CONN. MANUFACTURER: ECHLIN		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
27	2.00	EA	DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0027 - FUSES		
28	2.00	EA	PART NUMBER: ATM N10424903 FUSE MANUFACTURER: ALTROM DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0028 - FUEL AND DIESEL CONDITIONERS AND INJECTOR CLEANERS		
29	1.00	EA	PART NUMBER: AIC LM2002 CONDITIONER MANUFACTURER: LIQUI MOLY DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0029 - FAN CLUTCH AND PARTS		
30	1.00	EA	PART NUMBER: TEM 263325 FAN CLUTCH MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0030 - FRONT END PARTS		
			PART NUMBER: NCP 2692358 TIE ROD END STEERING DAMPER END - FRONT SUSP. MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO:		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
31	3.00	EA	DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0031 - FUEL PUMPS AND PARTS		
32	2.00	EA	PART NUMBER: BK 6103100 FUEL PUMP MANUFACTURER: FACET DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0032 - FRONT END ALIGNMENT PARTS AND ASSESSORIES		
33	3.00	EA	PART NUMBER: BKN BTI4954 FRONT END CAM CAMBER ALIGN. KIT MANUFACTURER: BALKAMP DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0033 - FUEL TANKS		
34	3.00	EA	PART NUMBER: STP F11C FUEL TANK MANUFACTURER: SPECTRA PREMIUM DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0034 - FLOOR DRY		
35	5.00	EA	PART NUMBER: NFD 8892 OIL ABSORBENT MANUFACTURER: MOLTON CO. DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0035 - GENERATOR PARTS		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
36	3.00	EA	PART NUMBER: ECH AD144 ALTERNATOR BEARING TOLERANCE RING MANUFACTURER: ECHLIN DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0036 - GASKET AND SEAL PARTS		
37	5.00	EA	PART NUMBER: FPD FP5P9137 TRANS. GASKET SET or KIT MANUFACTURER: FEL-PRO DIESEL DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0037 - GASKETS AND O-RINGS		
38	4.00	EA	PART NUMBER: FPG 421 DISTRIBUTOR MOUNTING O-RING MANUFACTURER: FEL-PRO DIESEL DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0038 - GLOW PLUG PARTS		
39	20.00	EA	PART NUMBER: ASP 1120 GLOW PLUG MANUFACTURER: AUTOLITE DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0039 - HARDWARE SCREWS, POP RIVETS, BOLTS, FASTENERS, ETC. PART NUMBER: BK 7702827 RIVETS		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
40	10.00	EA	MANUFACTURER: BALKAMP DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0040 - IGNITION PARTS		
41	10.00	EA	PART NUMBER: ECH VC1802 VACUUM ADVANCE CONTROL MANUFACTURER: ECHLIN DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0041 - LIGHTS, LAMPS AND LENSES		
42	5.00	EA	PART NUMBER: BKN AVC35947 TAILLIGHT TRIM COVER MANUFACTURER: BALKAMP DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0042 - LIGHTS, SEAL BEAMS AND BULBS		
43	2.00	EA	PART NUMBER: LMP 4411 HEADLIGHT BULB MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0043 - LOCTITE PARTS		
			PART NUMBER: BKN MTA9440B LOCTITE MANUFACTURER: BALKAMP DISCOUNT OFF OF LIST PRICE:		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
44	10.00	EA	<p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0044 - LOOMS AND FUSABLE LINK PARTS</p> <p>PART NUMBER: MBI AL40906 ABS LOOM ASSY MANUFACTURER: HALDEX</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
45	10.00	EA	<p>0045 - LAWN EQUIPMENT REPAIR PARTS</p> <p>PART NUMBER: WH EH08904100 HOSE LAWN EQUIPMENT MANUFACTURER: EATON</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
46	10.00	EA	<p>0046 - MUFFLERS AND CATALYTIC CONVERTERS</p> <p>PART NUMBER: EXH 22861 MUFFLER MANUFACTURER: TENNACO-NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		
47	5.00	EA	<p>0047 - MOTOR MOUNTS</p> <p>PART NUMBER: FPD FP7M7456 ENGINE BEARING MOUNT MANUFACTURER: FEL-PRO DIESEL</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
48	10.00	EA	0048 - MUD FLAPS PART NUMBER: BK 7302262 MUD FLAPS MANUFACTURER: CEQUENT PRODUCTS DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
49	50.00	EA	0049 - OIL FILTERS PART NUMBER: FIL 7000 OIL FILTER MANUFACTURER: NAPA GOLD FILTERS DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
50	4.00	EA	0050 - OUTBOARD ENGINE AND ASSESSORIES PART NUMBER: BSD 434466 BRAKE LATHE OUTBOARD SUPPORT MANUFACTURER: BOSCH DIAGNOSTICS DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
51	10.00	EA	0051 - POWER STEERING AND BRAKE FLUID PART NUMBER: AIC 0009898803 PS FLUID MANUFACTURER: FEBI-ALTROM CHEMICALS DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
52	5.00	EA	0052 - POWER STEERING PARTS		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
53	5.00	EA	PART NUMBER: NPS 78505 STEERING KNUCKLE MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0053 - POWER STEERING PUMPS		
54	5.00	EA	PART NUMBER: NPS 73131 POWER STEERING PUMP IDLER PULLEY MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0054 - POWER TRAIN CLUTCH PARTS		
55	10.00	EA	PART NUMBER: BK 9700153 POWER TAKE OFF CLUTCH MANUFACTURER: WEASLER DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0055 - RADIATOR, OIL AND GAS CAPS		
56	5.00	EA	PART NUMBER: BK 7031214 GAS CAP MANUFACTURER: SLOAN TRANSPORTATION PROD. DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME: 0056 - RADIATORS AND PARTS PART NUMBER: NR 2464 RADIATOR MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE:		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
57	5.00	EA	<p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0057 - ROSIN CORE SOLDER</p>		
58	6.00	EA	<p>PART NUMBER: WLD 51406 SOLDER, ROSIN MANUFACTURER: BALKAMP-NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0058 - SEALERS, ADHESIVES AND EPOXY</p>		
59	5.00	EA	<p>PART NUMBER: MMM 05203 ADHESIVES & SEAL MANUFACTURER: 3M</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0059 - SEATS AND UPHOLSTERY PARTS</p>		
60	5.00	EA	<p>PART NUMBER: BK 7651825 FABRIC REPAIR KIT MANUFACTURER: PERMATEX - BALKAMP</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0060 - SENSORS AND PARTS</p>		
			<p>PART NUMBER: CRB 216871 MAP SENSOR MANUFACTURER: ECHLIN-NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
61	2.00	EA	0061 - SHOCK ABSORBER PARTS PART NUMBER: RS RS5012 SHOCK-RANCHO MANUFACTURER: NAPA RANCHO DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
62	5.00	EA	0062 - SMALL ENGINE PARTS PART NUMBER: SME 180993 CHOKE SOLENOID COVER & GASKET ASSY. MANUFACTURER: NAPA - OMC DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
63	10.00	EA	0063 - SPARK PLUG AND INJECTOR PARTS PART NUMBER: ASP AP404 SPARK PLUG MANUFACTURER: AUTOLITE DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
64	10.00	EA	0064 - STARTERS AND ALTERNATORS PART NUMBER: RAY 2446758 STARTER MANUFACTURER: RAYLOC DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
65	5.00	EA	0065 - SWITCHES		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
66	29.00	EA	PART NUMBER: ECH KS6622 IGN. SWITCH MANUFACTURER: ECHLIN-NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0066 - TAPE		
67	5.00	EA	PART NUMBER: NOE 6550200 WINDOW REGULATOR TAPE MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0067 - THERMOSTAT PARTS		
68	5.00	EA	PART NUMBER: BK 8251006 THERMOSTAT MANUFACTURER: BALKAMP MR. GASKET CO. DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0068 - TIMING CHAIN AND PARTS		
69	10.00	EA	PART NUMBER: NTP 9356 TIMING CHAIN MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE: FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:		
			0069 - TRANSFER CASE AND 4X4 PARTS		
			PART NUMBER: TCM 48205 TRANSFER CASE MOTOR MANUFACTURER: NAPA DISCOUNT OFF OF LIST PRICE:		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
70	12.00	EA	<p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0070 - TRANSMISSION PARTS</p>		
71	5.00	EA	<p>PART NUMBER: BK 6202406 TRANSMISSION SHIFT CABLE MANUFACTURER: PIONEER AUTOMOTIVE IND.</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0071 - UNIVERSAL U-JOINTS AND C.V. JOINTS</p>		
72	5.00	EA	<p>PART NUMBER: PUJ 317 U-JOINT MANUFACTURER: NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0072 - VOLTAGE REGULATOR</p>		
73	5.00	EA	<p>PART NUMBER: ECH VR56 VOLTAGE REG. MANUFACTURER: ECHLIN-NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN: MANUFACTURER NAME:</p> <p>0073 - WATER PUMPS AND PARTS</p>		
			<p>PART NUMBER: ATM 1522422 WATER PUMP MANUFACTURER: ALTROM-NAPA</p> <p>DISCOUNT OFF OF LIST PRICE:</p> <p>FROM PRICE LIST NO: DATED: PRICE COLUMN:</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116924

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
74	5.00	EA	MANUFACTURER NAME:		
			0074 - WELDING RODS AND SUPPLIES		
75	4.00	EA	PART NUMBER: FPW 14400434 WELDING ROD MANUFACTURER: FIREPOWER		
			DISCOUNT OFF OF LIST PRICE:		
76	4.00	EA	FROM PRICE LIST NO:		
			DATED:		
77	4.00	EA	PRICE COLUMN:		
			MANUFACTURER NAME:		
78	10.00	EA	0075 - WHEELS AND RIMS		
			PART NUMBER: NOE 6201031 STEEL WHEEL MANUFACTURER: NAPA		
			DISCOUNT OFF OF LIST PRICE:		
			FROM PRICE LIST NO:		
			DATED:		
			PRICE COLUMN:		
			MANUFACTURER NAME:		
			0076 - WINDSHIELD WIPER MOTOR PARTS		
			PART NUMBER: RAY 6N263 WIPER MOTOR MANUFACTURER: NAPA		
			DISCOUNT OFF OF LIST PRICE:		
			FROM PRICE LIST NO:		
			DATED:		
			PRICE COLUMN:		
			MANUFACTURER NAME:		
			0077 - WIPER BLADES AND ARM PARTS		
			PART NUMBER: WIP 601698 WIPER BLADE MANUFACTURER: ACCUFIT		
			DISCOUNT OFF OF LIST PRICE:		
			FROM PRICE LIST NO:		
			DATED:		
			PRICE COLUMN:		
			MANUFACTURER NAME:		
			0078 - WIRE AND CABLE		

[illegible]

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT _____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE ABOVE
DATED MEETING OF THE BOARD OF
DIRECTORS OF SAID CORPORATION, AND
THE SAME HAS NOT BEEN REVOKED OR
RESCINDED.

SECRETARY-TREASURER

DATE

Non-Public Works Bid Affidavit Instructions

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid**AFFIDAVIT****STATE OF** _____**PARISH/COUNTY OF** _____

BEFORE ME, the undersigned authority, personally came and appeared: _____
 _____, (Affiant) who after being by me duly sworn, deposed and said that
 he/she is the fully authorized _____ of _____ (Entity),
 the party who submitted a bid in response to Bid Number _____, to the Parish of
 Jefferson.

Affiant further said:

Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required
 attachment):**

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Signature of Affiant

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE _____ DAY OF _____, 20____.

Notary Public

Printed Name of Notary

Notary/Bar Roll Number

My commission expires _____.

STANDARD INSURANCE REQUIREMENTS - BIDS

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the advertised bid. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, the low bidder must submit to the Purchasing Department a current certificate evidencing the required coverages within 10 calendar days following the bid opening date. Failure to comply will cause the bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE**☒ WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit (in original format) must be fully completed, signed, properly notarized and submitted with the bid or within 10 calendar days after bid opening.

☒ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.
Property Damage Liability \$1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit (in original format) must be fully completed, signed, properly notarized and submitted with the bid or within 10 calendar days after bid opening.

DEDUCTIBLES

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

CONSTRUCTION AND RENOVATION PROJECTS:

Unless otherwise specified in the bid, these additional insurances are required. Such insurance is due upon contract execution.

OWNER'S PROTECTIVE LIABILITY

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

BUILDER'S RISK INSURANCE

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.